

**Engineering Projects (India) Ltd**  
**Core 3, SCOPE Complex, Lodhi Road,**  
**New Delhi-110003.**

**Empanelment No. EPI/CO/CON/FIN-Consultant/889**

**Dated: 24.02.2025**

**Subject** : Empanelment of Chartered Accountants/Cost Accountant/Legal firm for FEMA & other allied services.

**Important Empanelment Information Summary**

Registration Fees	Rs. 2,360.00 (Two Thousand Three Hundred Sixty Only) Inclusive of 18% GST.
EMD/ Bid Security Details	Not Applicable
Date of start of submission of bids	24.02.2025 at 03:00PM
Due Date for closing of Bids	17.03.2025 at 03:00PM
Due Time for Opening of Bids	18.03.2025 at 03:00PM
Contact details of tender inviting authority	General Manager (Finance) Core 3, Scope Complex, Lodhi Road, NewDelhi-110003.

**1. Introduction**

Engineering Projects (India) Limited, herein termed as “EPI” was incorporated in 1970 as A Government of India Enterprise under the administrative control of Department of Heavy Industry. Since then, EPI has admirably performed its assigned roles as the country’s leading Prime Contracting Company and has left its imprint not only in India but in the overseas market as well where its past operation spread over a decade in the wake of oil boom in the Middle East. EPI successfully executed 33 projects valued over US\$ 1050.204 million in Iraq, Kuwait, Saudi Arabia, UAE, Yugoslavia, Maldives, Bhutan, Thailand and Oman

EPI has executed over 620 multi-disciplinary projects in India valuing over Rs.121178.235 million. Through the execution of these projects, EPI has in its own way contributed immensely in the development of the Nation and there is hardly any state in India where EPI’s pronounced presence is not visible. EPI has the rare distinction of having worked for almost all Power Sectors and Steel Plants in India in Public Sector as well as in Private Sector. EPI’s contribution in project execution for various sectors is also quite substantial.

EPI is proud to be one of the first few companies to have been awarded integrated certification for its Quality Management System, Environment Management System and Occupational Health and Safety Management System i.e. ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 for all its areas of operations. EPI is one of

the first few companies to have been awarded ISO/IEC 27001:2013 for Information Security Management System and is a "Mini Ratna" Company.

## 2. Objective

EPI intends to empanel CA/CMA/Legal firm for FEMA & other allied services in various categories as detailed out below:

S. No.	Category	Description of Service
I	A1	ADVISORY SERVICES FOR FOREIGN EXCHANGE MANAGEMENT ACT RULES & COMPLIANCES AND ISSUE OF FORM 15CA/15CB FOR FOREIGN REMITTANCES.
II	A2	STATUTORY AUDIT SERVICES FOR PF TRUST, GRATUITY TRUST & BENEVOLENT FUND TRUST. ADIVOSRY ON REAL ESTATE ACCOUNTING AND OTHER ACCOUNTING & TECHNIQUES ETC.
III	A3	GST AUDIT & CERTIFICATION WORK OF TURNOVER, NET WORTH & OTHER INFORMATION.

## 3. Fee:

Bidders can download the bid documents from the portal. However, interested bidders must pay tender fees to participate in the tender. Rs 2,360/- (Rupees Two Thousand Three Hundred Sixty only) The tender fee is inclusive of GST @ 18% and is non-refundable. Bidders must submit a scanned copy of proof of tender fee paid online. EPI bank account details for RTGS/NEFT as mentioned below:

- i Name of Beneficiary : Engineering Projects (India) Ltd.
- ii Account No. : 200001601125
- iii Name of Bank : IndusInd Bank M-56, Greater Kailash – II, (Main Market), New Delhi – 110048
- iv IFSC Code : INDB0000012
- v GST No. of EPI : 07AAACE0061C2ZE

**Bid submitted without or prescribed Tender Fees shall be summarily rejected.**

## 4. Eligibility & Selection Criteria

The CA/CMA/ Legal firm meeting the eligibility criteria can apply for empanelment by way of submitting proposals for A1, A2 & A3. The empanelment of the firms shall be based on the marks earned on evaluation of the technical bids.

# Technical evaluation method for empanelment of CA/CMA/Legal Firm

## A1 ADVISORY SERVICES FOR FOREIGN EXCHANGE MANAGEMENT ACT RULES & COMPLIANCES AND ISSUE OF FORM 15CA/15CB FOR FOREIGN REMITTANCES.

S.No	Technical Bid	Please specify Y /N	Documents and Information Required	Basis of Marking	
Mandatory Criteria					
1.	Applicants CA/CMA firms shall be registered with ICAI/ICMAI or in case of legal firm, applicant firms shall be registered with Bar Council of India		Copy of Firms registration with ICAI / ICMAI / Bar Council of India	Mandatory	
2.	The applicant should have been registered with ICAI / ICMAI of India and practicing continuously in India as on 31.03.2024.		COP issued by ICAI/ICMAI and Certified copy of registration for partners.	Mandatory	
3.	The firm must have Head office (HO) / Branch office (BO) in Delhi / NCR headed by a full-time partner.		i) Address of Head office / Branch Officer (HO / BO) of the firm at Delhi / NCR:  ii)Name of full-time partner heading the HO / BO:  iii) Phone Number & e-mail:	Mandatory	
4.	The firm should have experience of five (5) years in FEMA.		Annexue-2A	Experience (in Years)	Marks
				5	10
				2 mark for each completed additional year beyond 5 years. Max marks: 20	

5.	The firm should have at least two full time partners / full time Employees having experience in FEMA matters for the last five years as on March 31, 2024.		Annexure-3	<b>No. of full-time partner (s)/ full time employee(s) having post qualification experience in FEMA matters</b>	<b>Marks</b>
				<b>2</b>	<b>5</b>
				1 marks for each such additional full- time partner/employee in FEMA consultancy/practice. <b>Max Marks: 10</b>	
6.	The firm's regular consultancy experience in FEMA compliance matters pertaining to Construction industry or any other company having turnover of ₹100 crore or more or listed company for the year of consultancy		Annexure-2A	5 marks for each company. <b>Max Marks-30</b>	
7.	Should have Gross Receipts of more than ₹50 Lakhs from Operations in India for each of the last three financial years (i.e., as on March 31, 2022, March 31, 2023 and March 31, 2024).		Self-Declaration duly signed by Partner with Firm's Seal. (Copy of respective balance sheet and Profit & Loss statement of 3 years is required to be submitted)	<b>Gross Receipts from operations in India (₹ in Lakhs)</b>	<b>Marks for each case</b>
				>50 Lakhs in all Years	<b>10</b>
8.	Number of clients the firm has served as FEMA Consultants continuously for three years.		Annexure-2A	<b>No. of clients served as FEMA Consultants Continuously for 3 years</b>	<b>Marks</b>
				1-5	10
				5-10	20
				>10	30
				<b>Max Marks: 30</b>	

**Signature of Partner of the firm with the Seal of the firm**

**A2 STATUTORY AUDIT SERVICES FOR PF TRUST, GRATUITY TRUST & BENEVOLENT FUND TRUST. ADVISORY ON REAL ESTATE ACCOUNTING AND OTHER ACCOUNTING & TECHNIQUES ETC.**

S. No	Technical Bid	Please specify Y /N	Documents and Information Required	Basis of Marking	
Mandatory Criteria					
1.	Applicants CA firms shall be registered with ICAI		Copy of Firms registration with ICAI	Mandatory	
2.	The applicant firm partners should have been registered with CA of India and practicing continuously in India f as on 31.03.2024.		COP issued by ICAI.	Mandatory	
3.	The firm must have Head office / Branch office in Delhi / NCR headed by a full-time partner.		i) Address of Head office / Branch Officer (HO / BO) of the firm at Delhi / NCR: ii)Name of full-time partner heading the HO / BO: iii) Phone Number & e-mail:	Mandatory	
4.	The firm should have experience of ten (10) years in Audit services.		Annexure-2B	Experience (in Years)	Marks
				5	10
				2 mark for each completed additional year beyond 5 years. Max marks: 20	
5.	The firm should have at least two full time partners / full time Employees having post qualification experience in Audit Services matters for the last five years as on		Annexure-3	No. of full-time partner (s)/ full time employee(s) having post qualification experience Audit services	Marks

	March 31, 2024.			<b>2</b>	<b>5</b>
				1 marks for each such additional full-time partner/employee in Audit Practice.	
				<b>Max Marks: 10</b>	
6.	The firm's regular Audit Services experience pertaining to Construction industry or any other company having turnover of ₹500 crore or more for the year of consultancy.		Annexure-2B	5 marks for each company. <b>Max Marks-30</b>	
7.	Should have Gross Receipts of more than ₹50 Lakhs from Operations in India for each of the last three financial years (i.e., as on March 31, 2022, March 31, 2023 and March 31, 2024).		Self-Declaration duly signed by Partner with Firm's Seal. (Copy of respective balance sheet and Profit & Loss statement of 3 years is required to be submitted)	<b>Gross Receipts from operations in India (₹ in Lakhs)</b>	<b>Marks for each case</b>
				>50 Lakhs in all Years	<b>10</b>
8.	Number of clients the firm has served.		Annexure-2B	<b>No. of clients served</b>	<b>Marks</b>
				1-5	10
				5-10	20
				>10	30
				<b>Max Marks: 30</b>	

**Signature of Partner of the firm with the Seal of the firm**

**A3 GST AUDIT & CERTIFICATION WORK OF TURNOVER, NET WORTH & OTHER INFORMATION.**

S. No	Technical Bid	Please specify Y /N	Documents and Information Required	Basis of Marking	
Mandatory Criteria					
1.	Applicants CA / CMA firms shall be registered with ICAI / ICMAI		Copy of Firms registration with ICAI/ICMAI	Mandatory	
2.	The applicant firm should have beenregistered with CA / CMA of India and practicing continuously in India as on 31.03.2024.		COP issued by ICAI/ICMAI and Certified copy of registration Certificate issued by registrar in case of LLP.	Mandatory	
3.	The firm must have Head office / Branch office in Delhi/NCR headed by a full-time partner.		i) Address of Head office/Branch Officer (HO/BO) of the firm at Delhi/NCR:  ii) Name of full-time partner heading the HO/BO:  iii) Phone Number & e-mail:	Mandatory	
4.	The firm should have experience in GST Audit & certification works of Turnover, net worth & other information.		Annexure-2B	Experience (in Years)	Marks
				5	10
				2 mark for each completed additionalyear Max marks: 20	
5.	The firm should have at least two full time partners / full time Employees having post qualification experience in GST Audit certification works of Turnover, net worth & other information		Annexure-3	No. of full-time partner (s)/ full time employee (s) having post qualification experience Audit services & certification work	Marks

				<b>2</b>	<b>5</b>
				1 marks for each such additional full-time partner/employee in Audit Practice. <b>Max Marks: 10</b>	
6.	The firm's regular experience in Audit Services & certification works pertaining to Construction industry or any other company having turnover of ₹ 500 crore or more for the year of consultancy.		Annexure-2B	5 marks for each company. <b>Max Marks-30</b>	
7.	Should have Gross Receipts of more than ₹ 50 Lakhs from Operations in India for each of the last three financial years (i.e., as on March 31, 2022, March 31, 2023 and March 31, 2024).		Self-Declaration duly signed by Partner with Firm's Seal. (Copy of respective balance sheet and Profit & Loss statement of 3 years is required to be submitted)	<b>Gross Receipts from operations in India (₹ in Lakhs)</b>	<b>Marks for each case</b>
				>50 Lakhs in all Years	<b>10</b>
8.	Number of clients the firm has served.		Annexure-2B	<b>No. of clients served</b>	<b>Marks</b>
				1-5	10
				5-10	20
				>10	30
				<b>Max Marks: 30</b>	

**Signature of Partner of the firm with the Seal of the firm**



**A1. : Nature of services for FEMA**

- FEMA Consultancy Service- Advisory services for FEMA rules & Compliances.
- Issuance of Advisory Services related to FEMA from time to time.
- Strategic Planning for foreign investments under the regulations of FEMA
- Advisory in statutory compliances as per FEMA Act,1999.
- Applicability of DTAA under FEMA.
- Issuance of Form 15CA/CB for Foreign Remittances

**A2. : AUDIT SERVICES, ADVISORY SERVICES ON REAL ESTATE ACCOUNTING AND OTHER ACCOUNTING TECHNIQUES ETC.**

- Statutory Audit Services for Provident Fund Trust, Benevolent Fund Trust, Gratuity Trust.
- Advisory services Real estate accounting and other accounting techniques.

**A3: GST AUDIT & CERTIFICATION WORK OF TURNOVER, NET WORTH & OTHER INFORMATION.**

- Conducting GST Audit for each state.
- Assistance in preparation of GSTR-9 & 9C.
- Certification work of turnover, net worth & other information.

[illegible]

**Signature of Partner of the firm with the Seal of the firm**

[illegible]

**Signature of Partner of the firm with the Seal of the firm**

### Annexure-3

### Details of Partners / Employees of the Firm

[illegible]

**Signature of Partner of the firm with the Seal of the firm**

Particulars to be furnished for the purpose of Empanelment		
1	Name of the firm	
2	Complete Postal Address	
3	Details of the Head office/branch in Delhi/NCR: (i) Address: (ii) Name and Designation of the person heading the branch (iii) Email ID (iv) Phone Number: (v) Whether it is a Head Office or branch	
4	Email address and Telephone Number of the Head Office of the Firm	
5	Date of Establishment of the firm	
6	No. of completed years for which practicing in India as on march 31, 2024	
7	GSTIN	
8	Firm Registration No.	
9	Permanent Account Number (PAN)	
10	Number of Full Time FCA/FCMA and ACA/ACMA partners	
11	Details of Partners / Employees (As per <b>Annexure-III</b> )	
12	Details of Experience of the Firm (As per <b>Annexure-II</b> )	
13	MSME Registration Certificate.	
<p>I declare that:</p> <p>(a) The firm/partners associated with the firm have not been penalized for any disciplinary proceedings initiated by ICAI/ICMAI and no disciplinary proceedings are pending against the firm / partners associated with the firm as on the date of application.</p> <p>(b) None of the partner/employees have been convicted of any offence involving moral turpitude or has been found guilty of economic offence.</p> <p>(c) The firm / partners of the firm not have been blacklisted/debarred anytime during last 4 years ended 31st March 2024 from participation in a tender floated by any Central/State PSU including EPI or any State/Central Government Department/Institute or any autonomous body funded and/or controlled by any State/Central government.</p> <p>(d) No appeal/unresolved dispute/suit/case/application has been pending at any court in India regarding the existence of the business / right to carry on practice.</p>		
<p><b>Signature of Partner of the firm with the Seal of the firm</b></p>		

**5. Terms & Conditions:**

1. Registration fees to be submitted mandatorily. Application submitted without or insufficient registration fee shall be summarily rejected without any intimation to the applicant.
2. This Empanelment document contains information that is believed to be relevant at the date but does not purport to provide all of the information that may be necessary or desirable to enable an intending contracting party to determine whether or not to enter into a contract or arrangement with EPI. Neither EPI nor any of its employees, agents, contractors, or advisors gives any representation or warranty, express or implied, as to the accuracy or completeness of any information or statement given or made in this document.
3. Empaneled consultant during the tenure assignment and at any time thereafter keep all information relating to the work in full confidence and shall not, unless so authorized in writing by EPI, divulge or grant access to any information about the work or its results and shall prevent anyone becoming acquainted with either through FEMA consultant or its personnel or agents.
4. Empaneled consultant has to submit Evaluation bid duly authorized by the Chartered Accountant's/Cost Accountant's/Legal firm official.
5. Empanelment documents will be opened in the presence of the applicants, who desire to be present, on 18<sup>th</sup> March, 2025 at Core 3, Scope Complex, Lodhi Road, New Delhi-110003 at 3:00 PM.
6. The shortlist of empaneled consultant shall be valid for three years from the date of empanelment. However, EPI reserve the right to curtail or extend the period at its sole discretion without assigning any reason.
7. EPI intended to call open tenders from empaneled consultant in eligible category. EPI will shortlist consultant from the empaneled consultant for seeking price bid for particular assignment/activity. Bidder has to submit the price bid in sealed envelope for the assignment.
8. The proposals received after the specified date/time, incomplete/unsigned proposal in an open envelope or received by fax/ emails and conditional bids will be summarily rejected. The decision of EPI in this regard shall be final and binding on bidders.
9. All the applicants should mention the name, contact no. and email ID of one of their partner/officer to contact for all communications in respect of Tender Process.
10. Applicants should provide all the information ensuring its completeness and accuracy, in the desired format in clear and unambiguous manner.
11. EPI reserves the right to cancel/ restrict/ enlarge/ modify/ postpone and/ or extend the date of receipt/ opening of empanelment or withdraw the notice without assigning any reason(s) whatsoever. In such case the bidders shall not be entitled to any form of compensation from EPI.
12. Any information furnished by the applicant found incorrect/false/forged, either during the verification or at later date, would render him liable to be suspended/debarred from pre-qualification/tendering/taking up of work in EPI for a period which shall be not less than one year extending till maximum for a period of three years as per affidavit attached as Annexure-A. If such applicant happens to be pre-qualified/enlisted CA/CMA/Legal firm in more than one category his name shall be removed from all categories of the pre-qualified list of CA/CMA/Legal firm
13. In case of any dispute arising, an amicable solution may be arrived at with discussion and

reconciliation. However, in case of any dispute remaining unresolved, decision of the Chairman & Managing Director, EPI will be final and binding. All legal disputes shall be subject to jurisdiction of Courts of Delhi.

14. Affidavit on STAMP paper as per Annexure-A of NIT.
15. Bidders should have valid permanent Account Number of Income tax and GST certificate (if registered).
16. Bidder to submit undertaking regarding details of Constitution of firm/company along with the details of its Directors as per enclosed Annexure-B. In case the Bidder fails to submit Constitution of firms with the bid along with the details of its firm Directors as per Annexure-B their bid will be rejected.
17. In case of any clarification required in this regard, the undermentioned persons may be contacted:  
Shri K Jagan Mohan  
Additional General Manager (Finance)  
Email ID: jagan.m@epi.gov.in  
Tel: 011-41732404

## 6. Other Instructions to bidders:

Empanelment documents comprising of the following are available for download/Procure and submit only on CPP portal <https://etenders.gov.in/eprocure/app> and available for reference on the websites of EPI: <https://epi.gov.in>.

In order to participate, the bidder should have Digital Signature Certificate (DSC) from one of the authorized Certifying Authorities.

Interested bidders have to necessarily register themselves on CPP portal <https://etenders.gov.in/eprocure/app> to participate in the bidding. It shall be the sole responsibility of the interested bidders to get themselves registered at the aforesaid portal for which they are required at following to complete the registration formalities:

For any technical related queries please call at 24 x 7 Help Desk Number

0120-4001 002

0120-4001 005

0120- 4493395

**International Bidders are requested to prefix +91 as country code**

**E-Mail Support:**

For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority

**Technical - support-eproc(at)nic(dot)in**

**Policy Related - cppp-doe(at)nic(dot)in**

They may obtain further information regarding this tender from AGM (Fin) at the address given at Clause No.19 below from 10:00 hours to 17:00 hours on all working days till the last date of online submission of Bidding Documents.

For proper uploading of the bids on the portal namely CPP portal <https://etenders.gov.in/eprocure/app> (hereinafter referred to as the 'portal'), it shall be the sole responsibility of the bidders to apprise themselves adequately regarding all the relevant procedures and provisions as detailed at the portal as well as by contacting them, as and when required, for which contact details are mentioned above. The EPI in no case shall be responsible for any issues related to timely or properly uploading/submission of the bid in accordance with the relevant provisions of Section Instruction to Bidders of the Bidding Documents.

Empanelment bid must be submitted/uploaded along with scanned copies of relevant documents pertaining to **Eligibility & Selection Criteria**, complete 'empanelment Documents' along with supporting documents as per format along with signed and stamped on each page as a token of their acceptance of all terms & conditions.

The Terms & Conditions contained in this Empanelment bid and empanelment documents shall be applicable. In case of any unscheduled holiday taken place on the last day of submission of bid, the next working day will be treated as scheduled day and time for submission of bid for empanelment.

The corrigendum or addendum, extension, cancellation of this empanelment bid, if any, shall be hosted on the EPI's website & CPP portal <https://etenders.gov.in/eprocure/app> the bidders are required to check these websites regularly for this purpose, to take into account before uploading/submission of tender. All Corrigendum and addendum are to be uploaded duly signed & stamped with tender documents as bid Annexure.

EPI reserves the right to extend the date of submission of the tender or cancel the tender or accept any tender or reject any or all tenders or split the work of tender or annul this empanelment process without assigning any reason and liability whatsoever and to re-invite tender at its sole discretion.



All correspondence with regard to the above shall be to the following address (By Post/In Person) :

General Manager (Finance)  
Engineering Projects (India) Ltd. Core-3, Scope Complex, 7 Institutional Area,  
Lodhi Road, New Delhi-110003 TEL NO. 011-24361666  
Extn:2313/2115 FAX NO: 011-24363426

For more information on EPI, visit our website at: <http://www.epi.gov.in>

For e-tender information, visit CPP Portal at: <https://etenders.gov.in/eprocure/app>

Date:

**AFFIDAVIT**

(To be submitted by bidder on non-judicial stamp paper of Rs. 100/- (Rupees Hundred only) duly attested by Notary Public)

(To be submitted in Technical bid)

Affidavit of Mr. ....S/o..... R/o.....

I, the deponent above named do hereby solemnly affirm and declare as under:

1. That I am the Proprietor/Authorized signatory of M/s ..... Having its Head Office/Regd. Office at.....
2. That the information/documents/Experience certificates submitted by M/s..... along with the tender for ..... (Name of work)..... To EPI are genuine, true and nothing has been concealed.
3. I shall have no objection in case EPI verifies them from issuing authority(ies). I shall also have no objection in providing the original copy of the document(s), in case EPI demand so for verification.
4. I hereby confirm that in case, any document, information & / or certificate submitted by me found to be incorrect / false / fabricated, EPI at its discretion may disqualify / reject / terminate the bid/contract and also forfeit the EMD / All dues.
5. I shall have no objection in case EPI verifies any or all Bank Guarantee(s) under any of the clause(s) of Contract including those issued towards EMD and Performance Guarantee from the Zonal Branch /office issuing Bank and I/We shall have no right or claim on my submitted EMD before EPI receives said verification.
6. That the Bank Guarantee issued against the EMD issued by (name and address of the Bank) is genuine and if found at any stage to be incorrect / false / fabricated, EPI shall reject my bid, cancel pre-qualification and debar me from participating in any future tender for three years.

I,....., the Proprietor / Authorized signatory of M/s..... do hereby confirm that the contents of the above Affidavit are true to my knowledge and nothing has been concealed there from..... and that no part of it is false.

Verified at .....this.....day of.....

DEPONENT

ATTESTED BY (NOTARY PUBLIC)

**UNDERTAKING**

(To be submitted by bidder on its Company Letter Head)

Ref: **Bid No.**

**Date :.....**

Name of tender:

This is to confirm that the following persons are the present Directors of the company/firm:

- 1.
- 2.
- 3.

It is further confirmed that none of the above Directors is associated with any other company/firm which is quoting for the above referred tender of EPI.

The details of constitution of M/s..... is submitted along with this annexure.

In case, at any later stage the above information is found incorrect, EPI can cancel our Bid/LOI/Contract Agreement and may take any suitable action deemed fit against our company.

Date:

Authorized Signatory  
CEO/Proprietor/MD

Name & Seal of the Company